CIVILIAN MARINES

Education and Training Community of Interest (COI) 1700 Fall Summit

Executive Summary Working Group A

TECOM 1700 Fall Summit Working Group Objective:
To validate existing competencies for the 1700 job series (1701, **1702**, **1703** 1710, **1712**, 1715, 1720, 1740, **1750**)

Objectives:

- To understand the competency process and COI environment
- To review and validate the competencies for each job series
- To create/identify TECOM COI core competencies
- To review, revise and/or create a career roadmap framework for each series

Competencies

Common	1702*	1703**	1703***	1712	1750
Analyze		Technical Competence	Analytical Thinking	Conduct Analysis	Conduct institutional research and effectiveness programs
Design		Situational Leadership	Instructional Systems/Learning Solution Design	Course Design	Supervise Curriculum Development
Develop		Mission/Organization Awareness		Instructional Development	Develop Curriculum
Implement	Technological Support	Interpersonal/Team Skills	Training and Training Support	Implement Instruction	Implement a training or education program
	Educational Support	Presentation/Marketing Skills			Instruct / Teach
	Training Technical Support				
	Education Technical Support				

*1702 – Competencies extrapolated directly from OPM Classification Guidelines

**1703 – Competencies pulled directly from the Position Descriptions

***1703 – Competencies derived from the major duties and discussion

Competencies (Cont.)

Common	1702*	1703*	1703**	1712	1750
Evaluate				Conduct Evaluations	Supervise institutional research and effectiveness programs
Plan		Self-Direction	Manpower Process	Institutional Management	Conduct Staff and Faculty Development
		Resource Management		Staff and Faculty Development	Direct Staff and Faculty Development
		Process Oversight Management			
Administrate	Administrative Support		Personnel	Course Administration	
			Program Management	Administration	
				Student Management - Database Management (Utilize E&T tools)	
		Oral Communication	Logistics		
		Written Communication	Human Systems Integration		

COMPETENCY METHODOLOGY

- Competency Development Process
  - One or two words embodying capabilities rather than performance.
  - Mapped to existing/modified/new description
  - FEA provided a Task Analysis (KSAs)
    - Employees reported what they perform

TRENDS

- Analyze, Design, Develop, Implement, Evaluate (ADDIE), Planning and Administration Process
  - Competencies that are common to all (1712 and 1750) occupations
  - May transcend 1700 series
    - ADDIE is the process applied to Instructional System Design
      - Separated by degree and level only
- FEA DATA
  - Recommend resurveying the 1702 / 1703 / 1720 population to validate these competencies. Not enough information/data to effectively rework existing competencies.
  - 1702 Child, Youth, and Teen Programs (may or may not be a parenthetical)
- Potential misclassification across 1700 group
- Distinct difference between OPM and NSPS Classifications
- Working group composition lacked occupation equitability
  - No 1701s, 1702s,1720s

PARENTHETICALS

- 1702: Children, Youth, and Teen Program
- 1750:
  - Acquisition
    - Specialized to the point may require new classification (i.e. 1751)
    - Acquisition 1750 crosses other occupational groups
- 1703: Involved in the DOTMLPF process
  - “capital A” Acquisition
  - Training and Training Support of JCIDS/EFDS throughout MCCDC)
- 1701: School Liaison Officer (NAF)

QUESTIONS?

Backup

Education & Training Community of Interest

1st Quarter

COI Strategic Planning Workshop - Identify Future Requirements
Certified Instruction Designer Course (2)
Develop COI Communication Plan
Research "Best Practices" for 17XX Intern Program

2nd Quarter

COI West Coast Summit
Develop Education and Training Excellence Award

3rd Quarter

COI/CWDA Best Practice (Job Fair) - Albany, GA
COI Revalidation Workgroup
American Society of Training and Develop (2)
COI East Coast Summit
DoD Education and Training Conference (2)

4th Quarter

COI Far East Summit
Training and Education Excellence Award

GOALS & WAY AHEAD

- ID ALL series within the USMC (APF and NAF)
- Create a COI directory
- Professional Training
- Develop a professional Training Program
- Develop long range training calendar
- Publish draft roadmaps
- Create a portal and repository for 1700 COI info
- Buy in across 1700 COI & HRO & other group supervisors
- Position Description review to determine full scope of 1700 under OPM & DoD (NSPS) & NAF & WG
- Develop 3 to 5 year COI calendar and goals

OCCUPATION DESCRIPTIONS

- 1702: Work requires practical knowledge of program objectives, policies, procedures, or pertinent regulatory requirements affecting the particular education or training activity. Applies understanding or specialized skills and knowledge of the particular education or training activities involved.

- 1703: Involves work of an analytical nature in the field of education and training when the work does not have a positive education requirement and is not covered by a more appropriate occupation. Work requires knowledge of program objectives, policies, procedures, or pertinent regulatory requirements affecting the particular education or training program. While the work does not have a positive education requirement, it does require specialized background training or experience in the particular field of work.

- 1712: Work involves the administration, supervision, training program development, evaluation, or instruction in a program of training when the paramount requirement of the work is a combination of knowledge of the methods and techniques of instruction and knowledge of the subject matter being taught. Positions do not have either a paramount requirement of professional knowledge and training in the field of education, or mastery of a trade, craft, or laboring occupation.

- 1750: Performs work requiring professional knowledge of learning theory and the principles, methods, practices and techniques of one or more specialties of the instructional systems field. Work may require knowledge of one or more subjects or occupations in which educational or training instruction is provided. Advises on, designs, develops, or provides educational or training services in formal education or training programs.